

**STAFF REPORT**

Meeting Date: May 15, 2002

**TO:** LAFCO Commissioners

**FROM:** Everett Millais, Executive Officer

**SUBJECT:** a. Revisions to LAFCO Fee Schedule  
b. Amendment to Commissioner's Handbook – Division 2 – Operational Policies, Chapter 3 – Financial, Section 2.3.3 Fees

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**RECOMMENDATION:**

- a. Approve a revised LAFCO Fee Schedule, to be effective July 1, 2002
- b. Approve amendments to the Commissioner's handbook – Division 2 – Operational Policies, Chapter 3 – Financial, Section 2.3.3 Fees.

**DISCUSSION:**

**a. Revised Fee Schedule:**

Government Code Section 56383 (attached) allows LAFCO to establish a schedule of fees for the cost of proceedings, provided the fees do not exceed the estimated reasonable cost of providing services. Last July the Commission adopted a revised fee schedule (attached). This 2001 revision was the first change in LAFCO fees since 1994, and was the first attempt to base fees on the type of proceeding rather than on the size of the area involved in a proposal.

At the time the existing fee schedule was adopted, it was recognized that it would need to be periodically reviewed and adjusted to provide for better cost recovery and to work toward a system of "time billing" to provide for better equity, especially for the more routine type of proposals. In December 2001, as a part of the revision to the

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**COMMISSIONERS AND STAFF**

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<b>COUNTY</b> Steve Bennett, Chair Kathy Long <i>Alternate:</i> Judy Mikels	<b>CITY</b> Linda Parks John Zaragoza <i>Alternate:</i> Evaristo Barajas	<b>SPECIAL DISTRICT</b> Jack Curtis John Rush <i>Alternate:</i> Dick Richardson	<b>PUBLIC</b> Louis Cunningham, Vice Chair <i>Alternate:</i> Kenneth M. Hess
<b>EXECUTIVE OFFICER</b> Everett Millais	<b>PLANNER III</b> Hollie Brunsky	<b>CLERK</b> Debbie Schubert	<b>LEGAL COUNSEL</b> Noel Klebaum

Commissioner's Handbook (the compilation of the Ventura LAFCO's policies and procedures), a policy was adopted stating, "LAFCO will review its fee schedule annually as a part of the annual budget process." (Commissioner's Handbook Section 2.3.3.1 (a)).

Establishing and revising fee schedules always involves various policy decisions. One goal of most governmental fee structures is to attempt to recover all, or a significant proportion, of the costs of services. Prior to the adoption of the LAFCO's first independent budget in June 2001, the Ventura City Manager's group suggested that LAFCO should strive to recover 75% of its total expenses through processing fees. The pursuit of cost recovery based simply on total expenses is, oftentimes a difficult and elusive goal. A significant portion of LAFCO staff time is spent on what can be categorized as general administration; things like preparing budgets and fee schedules, providing public information (now including such things as web site maintenance), and complying with State mandates relating to municipal service reviews and sphere of influence updates. Decisions about the fairness of attempting to recover any, all, or a portion of these types of costs are involved in the setting of fees.

Fees also must be fair. By law, "...fees shall not exceed the estimated reasonable cost of providing the service for which the fee is charged...." While this does not mean that every action must be accounted for in detail, it does limit the ability to fully recover all expenses if the expenses don't somehow relate to the service provided. Perhaps of greater concern, however, is attempting to balance the cost of the service with the result of why the service is being requested. For example, should a single family home owner who needs to have one or more boundary changes accomplished in order to connect to a sewer pay more in fees than the actual construction costs of extending a sewer line, even if the fees don't fully recover the costs of processing the various applications? Conversely, is it fair for the general public to in effect subsidize the costs of necessary boundary changes for large developments if the fees don't fully recover the costs of services? Answering these types of questions is a part of the policy decisions inherent in establishing and revising fees.

Another difficulty in establishing a fair and balanced fee schedule is the fact that for LAFCO, the only recoverable costs are those associated with the applications filed. LAFCO, however, does not control the number, type or complexity of the applications that may be filed. Thus, fees and fee recovery projections are based on past actions and estimates of future application volume and complexity. This is similar to trying to project stock market earnings based on past performance.

Given this background, it is recommended that LAFCO approve a revised fee schedule to become effective July 1, 2002. The key features of the recommended fee schedule are:

- It for the first time establishes the major portion of the Ventura LAFCO fees on a time billing against a deposit basis. This change from a flat rate fee system has

been one of the Commission's stated work plan goals for the last two years. Many agencies use this type of fee structure. A time billing against a deposit fee structure requires more staff administrative time, but provides perhaps the fairest way of charging fees. The concept is that an initial deposit will be part of the fee structure and a related reimbursement agreement will be part of the application requirements. Staff time and other costs associated with the processing of an application are charged against the deposit. If the funds on deposit are insufficient to complete the processing of an application, additional funds must be deposited as required by the reimbursement agreement. At the end of the process, all charges are accounted for and any monies remaining on deposit are refunded to the applicant.

The recommended Fee Schedule proposes a LAFCO staff composite billing rate of \$90 per hour. This rate is low in terms of trying to recover all expenses in the LAFCO budget, but is similar to the staff composite billing rate used by the County Planning Department (\$86 per hour for this fiscal year) and similar to the few other LAFCOs that have timing billing components for their fees (e.g. the San Luis Obispo LAFCO charges \$110 per hour for the executive officer, \$85 per hour for the analyst and \$50 per hour for the Clerk). A single, blended composite rate is recommended primarily for ease of accounting.

- A single, non-refundable administrative fee is proposed as a fixed component of most fees. As noted, the hourly rate billing will likely only recover a portion (less than 20%) of the total actual expenditures in the LAFCO budget for FY 2002-03. The administrative fee will assist in recovering an additional increment of costs for general overhead purposes, including the Commission's meeting time and other costs not factored into the staff hourly rate. Even with this extra increment of cost recovery, and assuming approximately the same case volume and type of cases that were filed during calendar year 2001, only approximately \$160,000 to \$170,000 in fee revenue will be collected. This is in comparison to a total LAFCO budget for FY 2002-03 of approximately \$705,000 to \$730,000. Even if the total budget amount were to be discounted for costs relating to service reviews and other mandates, separate from the processing of applications, the administrative fee in combination with the hourly rate fee will recover only about 30% of the net budget expenses. A higher administrative fee, and/or a higher hourly billing rate, however, would potentially make LAFCO proceedings unreasonably expensive for the small applicant.
- The proposed fee schedule provides for charging certain costs on an actual cost basis. Such costs range from newspaper notice publication costs to consultant costs. Establishing the ability to pass through these types of costs will assist in cost recovery and ensure that increases in costs beyond the direct control of LAFCO are properly accounted for. Also, included in this type of pass through would be LAFCO legal counsel costs that are non-routine. The proposed billing

rate for the LAFCO legal counsel is \$110 per hour. This is considerably less than the rates for any private legal counsel, but does equal the hourly rate actually being charged by the County Counsel's office.

The recommended fee schedule is based on considerable review by the LAFCO staff in terms of projecting actual direct case processing hours by case type. The County Auditor/Controller's staff also assisted with providing various projections of cost recovery based on alternative billing rates. Both the County Auditor/Controller's staff and LAFCO legal counsel have reviewed the recommended fee schedule.

b. Commissioner's Handbook Revisions:

The Commissioner's Handbook, the compilation of policies and procedures adopted by the Commission, contains a section relating to fees (Section 2.3.3). Revisions are proposed that would make the policies consistent with the recommended fee structure. These revisions primarily relate to changing the fee structure from a flat rate fee system to a time billing against a deposit fee system. The revisions include the requirement that applicants enter into a reimbursement agreement whenever there is a deposit component of the LAFCO fee.

Attachments:

1. Government Code §56383 relating to LAFCO fees
2. Resolution adopting the recommended fee schedule, to be effective July 1, 2002
3. Section 2.3.3 of the Commissioner's Handbook marked in legislative format to show the changes recommended
4. Resolution adopting the recommended changes to the Commissioner's Handbook
5. The existing LAFCO fee schedule

**CORTESE-KNOX-HERTZBERG  
LOCAL GOVERNMENT REORGANIZATION ACT OF 2000**

**GOVERNMENT CODE SECTION 56383  
RELATING TO FEES**

56383. (a) The commission may establish a schedule of fees for the costs of proceedings taken pursuant to this division, including, but not limited to, all of the following:

- (1) Filing and processing applications filed with the commission.
- (2) Proceedings undertaken by the commission and any reorganization committee.
- (3) Amending a sphere of influence.
- (4) Reconsidering a resolution making determinations.

(b) The schedule of fees shall not exceed the estimated reasonable cost of providing the service for which the fee is charged and shall be imposed pursuant to Section 66016.

(c) The commission may require that a fee be deposited with the executive officer before any further action is taken. The deposit of the fee shall be made within the time period specified by the commission. No petition shall be deemed filed until the fee has been deposited.

(d) The commission may waive a fee if it finds that payment would be detrimental to the public interest.

(e) The signatures on a petition submitted to the commission shall be verified by the elections official of the county and the costs of verification shall be provided for in the same manner and by the same agencies which bear the costs of verifying signatures for an initiative petition in the same county.

(f) Waiver of fees is limited to those costs incurred by the commission in the processing of a proposal.

(g) For incorporation proceedings that have been initiated by the filing of a sufficient number of voter signatures on petitions that have been verified by the county registrar of voters, the commission may, upon the receipt of a certification by the proponents that they are unable to raise sufficient funds to reimburse fees for the proceedings, take no action on the proposal and request a loan from the General Fund of an amount sufficient to cover those expenses subject to availability of an appropriation for those purposes and in accordance with any provisions of the appropriation. Repayment of the loan shall be made a condition of approval of the incorporation, if successful, and shall become an obligation of the newly formed city. Repayment shall be made within two years of the effective date of incorporation. If the proposal is denied by the commission or defeated at an election, the loan shall be forgiven.

**RESOLUTION OF THE VENTURA LOCAL AGENCY  
FORMATION COMMISSION ADOPTING A FEE  
SCHEDULE FOR FISCAL YEAR 2002-03**

WHEREAS, California Government Code Section 56383 allows for a Local Agency Formation Commission to establish a schedule of fees for the costs of proceedings; and

WHEREAS, the Commission has adopted a policy to review its fee schedule annually as a part of the budget adoption process; and

WHEREAS, as a part of the budget preparation and adoption process the Commission's work plan included implementing a deposit based fee system and continuing to seek ways to enhance cost recovery; and

WHEREAS, the Commission determines that fees should be based on actual processing costs plus the costs of necessary indirect and administrative functions; and

WHEREAS, the Executive Officer gave notice of this matter in the manner required by law; and

WHEREAS, the Commission complied with the requirements of Government Code Section 66016, and

WHEREAS, the Commission discussed and considered all oral and written testimony for and against this matter including, but not limited to, the Executive Officer's Staff Report and recommendation; and

WHEREAS, the Commission duly considered the matter on May 15, 2002;

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Ventura Local Agency Formation Commission as follows:

- (1) The fee schedule set forth in Exhibit A attached hereto is hereby adopted, to become effective on July 1, 2002.
- (2) The fees set forth in Exhibit A attached hereto do not exceed the estimated reasonable costs of providing the services for which the fees are charged, and are necessary to pay the costs of operation of the Ventura Local Agency Formation Commission..
- (3) The Executive Officer is directed to notify all cities and independent special districts in Ventura County of this action by June 1, 2002.

This resolution was passed and adopted on May 15, 2002.

AYES:

NOES:

ABSTAINS:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Chair, Ventura Local Agency Formation Commission

**FEE SCHEDULE**  
(Effective on July 1, 2002)

Fees and deposits are charged and accounted for as described in the Ventura LAFCO Fee and Billing Policies. Each application or petition to LAFCO must be accompanied by payment of the Administrative Fee and the Initial Deposit set forth below. All LAFCO staff time and legal counsel time spent on the proposal shall be billed to the applicant or petitioner at the hourly rates set forth below, and shall be paid from the deposit. If the hourly charges exceed the amount of the deposit, the applicant or petitioner shall pay excess within 15 days of receipt of a statement from LAFCO. Failure to pay may be cause for denial of the application/petition, and no proceeding or proposal shall be completed until all fees due have been paid in full.

<b>TYPE OF ACTION</b>	<b>Administrative Fee (Non Refundable)</b>	<b>Deposit Required (Initial)</b>	<b>Total initial Payment</b>
Proposals for Change of Organization or Reorganization that do NOT require conducting authority protest proceedings (area uninhabited and all owners and subject agencies consent to the proposal)	\$1,600	\$1,800	<b>\$3,400</b>
Proposals for Change of Organization or Reorganization that require conducting authority protest proceedings (area is inhabited and/or all owners and/or subject agencies do not consent to the proposal)	\$1,600	\$3,600	<b>\$5,200</b>
Sphere of Influence Amendments - filed separately	\$1,600	\$3,600	<b>\$5,200</b>
Sphere of Influence Amendments - filed in conjunction with a Change of Organization or Reorganization	\$1,600	\$900	<b>\$2,500</b>
Out of Agency Service Agreements – Commission Action Required	\$1,600	\$1,800	<b>\$3,400</b>
Out of Agency Service Agreements – Administrative	0	\$900	<b>\$900</b>
Special District Formation	\$1600	\$5400	<b>\$7,000</b>
Special District – Consolidation, Merger, Dissolution or Formation of a Subsidiary District	\$1,600	\$4,500	<b>\$6,100</b>
Expansion of Special District Powers	\$1,600	\$1,800	<b>\$3,400</b>
Extension of Time Request to Complete Proceedings	\$1,600	\$900	<b>\$2,500</b>
Reconsideration Request	\$1,600	\$900	<b>\$2,500</b>
Fee Waiver or Reduction of Fee Request		\$900	<b>\$900</b>
Commission Study Session or Workshop	\$1,600	\$900	<b>\$2,500</b>
Pre-application Review and Meetings (in excess of 3 hours)		\$900	<b>\$900</b>
Reproductions and Copies	First page .50, Additional pages .50 Audio Tape Duplication \$14.00 each		



**NON-LAFCO FEES**  
**Fees & Charges Related to LAFCO Actions**

<b>FEES</b>	<b>APPLICANT/PETITIONER SHALL PAY:</b>
Mapping fees	Payable to the County Surveyor's Section of the Ventura County Public Works Agency per the applicable County Surveyor's Fee Schedule
State Board of Equalization fees	For changes of organization and reorganization; payable to the State Board of Equalization in accordance with their latest fee schedule; collected by LAFCO prior to County and State filing of an action
Publication costs	Costs for publishing notices in the newspaper will be charged at actual costs
Consultant costs	Costs for any consultants hired by LAFCO (e.g. environmental consultants, fiscal review consultants, etc.) will be charged at actual costs
State Department of Fish and Game fees	Payable to the State Department of Fish and Game; collected, as necessary, by LAFCO prior to filing environmental notices of determination
Charges by County Assessor, County Clerk and Recorder or other County agencies for verifying ownership information, registered voter information, filing notices, recording documents, etc.	Actual cost
State Controller's costs	Costs by the State Controller's Office for fiscal reviews; payable to the State Controller in accordance with their latest fee schedule; collected by LAFCO prior to submittal to the State Controller.
Special legal counsel and any legal defense costs	Actual costs

**LAFCO TIME BILLING RATES**

LAFCO staff composite rate	\$90/hour
LAFCO legal counsel	\$110/hour

## **DIVISION 2 – OPERATIONAL POLICIES**

### **CHAPTER 3 – FINANCIAL**

#### **SECTION 2.3.3     FEES**

##### **2.3.3.1        Establishment and review:**

- (a) LAFCO shall establish a fee schedule for the costs of proceedings pursuant to state law by resolution of the Commission. LAFCO will review its fee schedule annually as a part of the annual budget process.
- (b) The Commission shall establish fees for any proceeding or action not set forth in the fee schedule prior to the processing of the proceeding or action consistent with state law.

##### **2.3.3.2        Payment of fees required:**

- (a) Payment of all fees pursuant to the most recent fee resolution is required for any application to be deemed complete and before a certificate of filing is issued.
- (b) ~~If the Commission requires~~ Whenever a deposit of fees is required pursuant to the fee schedule for any proceeding (e.g. proceedings not listed in the fee resolution or preparation of environmental documents), the application shall not be approved by the Commission nor processing completed after approval until all required fees are paid in full. Failure to pay fees may be cause for denial by the Commission. The Executive Officer shall not issue a Certificate of Completion prior to receipt of any balance of fees due. *(Amended by LAFCO Resolution, 5/15/2002)*

##### **2.3.3.3        Fee waivers:** The Commission may waive fees as provided in state law.

##### **2.3.3.4        Refunds:**

- (a) ~~If an application is withdrawn, LAFCO will refund fifty percent of the submitted fee, or a sum equal to the original fee minus processing costs up to the date of withdrawal, whichever ensures a full recovery of actual costs~~ the Executive Officer shall calculate all fees and charges expended, including costs for processing the withdrawal request, and refund the balance of any unspent funds on deposit with LAFCO to the applicant. *(Amended by LAFCO Resolution, 5/15/2002)*
- (b) ~~No refunds will be provided after a staff report concerning an application has been completed or, in the case of a public hearing, public notice of the hearing has been mailed and/or sent for publication made for any portion of any administrative fee charged pursuant to the fee schedule.~~ *(Amended by LAFCO Resolution, 5/15/2002)*

##### **2.3.3.5        Additional fees for revisions:** ~~Projects that change substantially or require major revisions of previously completed work may be subject to the collection of new fees as determined by the Commission.~~

Reimbursement agreements: Whenever a deposit of funds is required, the applicant shall enter into an agreement, approved as to form by LAFCO legal counsel, providing for LAFCO to be reimbursed for all costs related to the application based on the fee schedule in place at the time funds are deposited. *(Amended by LAFCO Resolution, 5/15/2002)*

2.3.3.6 Legal defense fees:

(a) The costs for legal defense of a LAFCO action are considered application processing costs. A fully executed indemnity agreement, as approved by LAFCO legal counsel, shall be required for any application to be deemed complete and before a certificate of filing is issued.

(b) LAFCO retains the right to control its defense. The applicant may provide his or her own legal counsel in the defense of the action taken, under the supervision of LAFCO legal counsel, or, if LAFCO consents, the applicant may elect to use the services of LAFCO legal counsel in that defense. In any case, the Executive Officer may require a deposit of funds by the applicant sufficient to cover LAFCO's estimated expenses of the litigation.

2.3.3.7 State Board of Equalization fees required: In addition to any LAFCO fees, fees payable to the State of California for filing with the State Board of Equalization, per the most recent State Board of Equalization fee schedule, shall be filed with the Executive Officer prior to the Executive Officer issuing a certificate of completion for any change of organization or reorganization proposal.

## **DIVISION 2 – OPERATIONAL POLICIES**

### **CHAPTER 3 – FINANCIAL**

#### **SECTION 2.3.3     FEES**

##### **2.3.3.1        Establishment and review:**

- (a) LAFCO shall establish a fee schedule for the costs of proceedings pursuant to state law by resolution of the Commission. LAFCO will review its fee schedule annually as a part of the annual budget process.
- (b) The Commission shall establish fees for any proceeding or action not set forth in the fee schedule prior to the processing of the proceeding or action consistent with state law.

##### **2.3.3.2        Payment of fees required:**

- (a) Payment of all fees pursuant to the most recent fee resolution is required for any application to be deemed complete and before a certificate of filing is issued.
- (b) Whenever a deposit of fees is required pursuant to the fee schedule, the application shall not be approved by the Commission nor processing completed after approval until all required fees are paid in full. Failure to pay fees may be cause for denial by the Commission. The Executive Officer shall not issue a Certificate of Completion prior to receipt of any balance of fees due. *(Amended by LAFCO Resolution, 5/15/2002)*

##### **2.3.3.3        Fee waivers:** The Commission may waive fees as provided in state law.

##### **2.3.3.4        Refunds:**

- (a) If an application is withdrawn, The Executive Officer shall calculate all fees and charges expended, including costs for processing the withdrawal request, and refund the balance of any unspent funds on deposit with LAFCO to the applicant. *(Amended by LAFCO Resolution, 5/15/2002)*
- (b) No refunds will be made for any portion of any administrative fee charged pursuant to the fee schedule. *(Amended by LAFCO Resolution, 5/15/2002)*

##### **2.3.3.5        Reimbursement agreements:** Whenever a deposit of funds is required, the applicant shall enter into an agreement, approved as to form by LAFCO legal counsel, providing for LAFCO to be reimbursed for all costs related to the application based on the fee schedule in place at the time funds are deposited. *(Amended by LAFCO Resolution, 5/15/2002)*

##### **2.3.3.6        Legal defense fees:**

- (a) The costs for legal defense of a LAFCO action are considered application processing costs. A fully executed indemnity agreement, as approved by LAFCO legal

counsel, shall be required for any application to be deemed complete and before a certificate of filing is issued.

(b) LAFCO retains the right to control its defense. The applicant may provide his or her own legal counsel in the defense of the action taken, under the supervision of LAFCO legal counsel, or, if LAFCO consents, the applicant may elect to use the services of LAFCO legal counsel in that defense. In any case, the Executive Officer may require a deposit of funds by the applicant sufficient to cover LAFCO's estimated expenses of the litigation.

2.3.3.7 State Board of Equalization fees required: In addition to any LAFCO fees, fees payable to the State of California for filing with the State Board of Equalization, per the most recent State Board of Equalization fee schedule, shall be filed with the Executive Officer prior to the Executive Officer issuing a certificate of completion for any change of organization or reorganization proposal.

**RESOLUTION OF THE VENTURA LOCAL AGENCY  
FORMATION COMMISSION AMENDING DIVISION 2 –  
OPERATIONAL POLICIES, CHAPTER 3 – FINANCIAL,  
SECTIONS 2.3.3 – FEES**

WHEREAS, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 et seq.) requires each Local Agency Formation Commission (LAFCO) to adopt written policies and procedures; and

WHEREAS, a new and revised Commissioner's Handbook became effective on January 1, 2002, and

WHEREAS, the Commission has the authority to amend the policies and procedures contained in the Commissioner's Handbook based on changes in law, local policies, and operational procedures; and

WHEREAS, Section 2.3.3.1(a) states that LAFCO will review its fee schedule annually as a part of the annual budget process, and

WHEREAS, the Commission has adopted a work plan as a part of the proposed budget for fiscal year 2002-03, including a goal to implement a deposit based fee system and

WHEREAS, the Commission has approved a revised fee schedule consistent with Section 2.3.3.1(a) and the work plan approved as a part of the proposed budget for fiscal year 2002-03, to become effective on July 1, 2002, and

WHEREAS, revisions to Sections 2.3.3.2, 2.3.3.4 and 2.3.3.5 of the Commissioner's Handbook are necessary to conform with and implement the approved revised fee schedule;

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED that the Ventura Local Agency Formation Commission hereby:

- (1) Amends the policies set forth in Division 2, Chapter 3, Sections 2.3.3.2, 2.3.3.4, and 2.3.3.5 of the Commissioner's Handbook, dated January 1, 2002, as shown on Exhibit A.
- (2) Directs the Executive Officer to compile these amendments in the form of replacement pages for the Commissioner's Handbook and distribute them to interested parties.

This resolution was adopted on May 15, 2002.

AYES:

NOES:

ABSTAINS:

Dated: \_\_\_\_\_  
Chair, Ventura Local Agency Formation Commission

Copies: Cities and Independent Special Districts  
County Clerk  
County Assessor  
County Auditor  
County Surveyor

## FEE SCHEDULE

(Adopted by LAFCO on July 18, 2001; Effective on September 4, 2001)

TYPE OF ACTION	FEE
Proposals for a Change of Organization or Reorganization that do NOT require conducting authority protest proceedings (area uninhabited and all owners and subject agencies consent to the proposal)	\$4,000
Proposals for a Change of Organization or Reorganization that require conducting authority protest proceedings (area is inhabited and/or all owners and/or subject agencies do not consent to the proposal)	\$7,500
Sphere of Influence Amendments filed separately	\$5,000
Sphere of Influence Amendments filed in conjunction with a Change of Organization or Reorganization	\$2,500
Out of Area Service Agreements – non- emergency	\$3,000
Out of Area Service Agreements – Emergency/Administrative Approval (certification by County Environmental Health Department required)	\$750
Special District Consolidation, Merger or formation of a Subsidiary District	\$7,500
Dissolution of Districts	0
Requests for Reconsideration	½ of original fee
Copying/Reproduction	<div>First page 1.00</div> <div>Additional pages .50 each</div> <div>Audio Tape Duplication \$14.00 each</div>

### NOTES

- For proposals that include an annexation to both a city and a district, that involve the same territory and that are filed at the same time, the fee for the district change of organization or reorganization shall be 20% of the fee for the city change of organization or reorganization (e.g. either \$800 or \$1,500).
- All fees shall be paid at the time of application.
- No fee will be charged for actions required by recommendations or conditions imposed by the Commission.
- The Commission may reduce any fee or waive any fee if the Commission determines that payment of the fee would be detrimental to the public interest.
- Fees for actions not specified shall be established by the Commission.